GSA FPMR 101 CFR 101-11.6

UNITED STATES GOVERNMENT

Memorandum

TO : Benjamin R. Civiletti
Acting Deputy Attorney General

DATE: Jan. 17, 1978

FROM : Quinlan J. Shea, Jr., Director
Office of Privacy and Information Appeals

SUBJECT: Annual Report for CY 1977

This was the first year in which we completed the processing of more appeals than we received. This occurred in spite of an unforeseen and, literally, frightening increase in the number of administrative appeals filed with this Office.

During 1976 we had received 1556 appeals and we projected no increase for 1977, with an anticipated intake of 1560 appeals (130 per month). We actually took in 2261 new appeals, an increase over 1976 of 45%. Even more disturbing than the annual figures is the fact that we took in only 966 of the new appeals from January to June, and 1295 of them from July to December.

During 1976 we had completed work on 1166 appeals and we projected closing out 1800 in 1977. We actually completed the processing of 2400 appeals, an increase over 1976 of 106%. There were 820 appeals closed during the first six months of the year and 1580 from July to December.

Comparative figures for 1975, 1976 and 1977 are attached. There should be no serious difficulty in maintaining a closure rate of appeals in the range of 250-300 per month during 1978. Whether this will produce a substantial reduction in the number of cases pending (997 as of 12/31/77) will depend on the number of new appeals received.

In addition to administrative appeals, this Office also completed the processing of 722 other matters in 1977. These were 413 Department Review Committee decisions, 215 initial requests, 63 major miscellaneous actions and 31 supplemental actions.

5010-110

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OFFICE OF PRIVACY AND INFORMATION APPEALS

ADMINISTRATIVE APPEALS CASELOAD

	1975		1976		1977	
	IN	OUT	IN	OUT	IN	OUT
1Q	41*	3*	403	274	476	305
2Q	382	82	412	322	490	515
3Q	477	215	352	265	693	646
4Q	376	231	389	305	602	934
TOTAL	1276	531	1556	1166	2261	2400
Avg/Q	409*	176*	389	292	565	600
	IN	OUT	IN	OUT	IN	OUT

* The Office was operational for only the last three weeks of the quarter. The 1Q figures were not considered in computing the Avg/Q figures for 1975.